



OFFICE OF HOUSING BUILDINGS AND CONSTRUCTION

101 Sea Hero Road, Suite 100
Frankfort, Kentucky 40601-5405



Electrical License Application Instructions

AN APPLICATION WILL NOT BE CONSIDERED COMPLETE AND WILL NOT BE PROCESSED UNTIL ALL REQUIRED ITEMS HAVE BEEN SUBMITTED.

General Instructions

The application must be completed and signed by the applicant. All information must be typed or clearly printed in black ink using upper case letters. The application and all attachments must be submitted on separate sheets of 8-1/2 x 11 plain paper. Please use a paper clip to fasten all pages together with the payment document on top.

License Type – Enter Master or Electrician. According to state law, an **Electrician** means any person licensed by the office who is employed by an electrical contractor and is engaged in the construction, alteration, or repair of any electrical wiring used for the purpose of furnishing heat, light, or power. A **Master** electrician means any individual licensed to assume responsible charge, supervision, or direction of an electrician engaged in the construction, installation, alteration, or repair of electrical wiring used to furnish heat, light, or power. A master electrician can only be associated with one contractor. If they become disassociated they must contact the office immediately as they will still be responsible for work performed under the contractor until the office is notified.

Applicant Name – Please print your name in the spaces provided (last, first, middle initial)

Gender - Indicate gender, male or female.

Mailing Address – This is the address to which the office will mail your correspondence.

Indicate your number and street, or post office your mailing address.

Age – Age of applicant at application date.

Birth Date – Applicant's date of birth.

Telephone Number – Provide the area code and telephone of the contact person.

E-mail address – Provide the e-mail address of the contact person.

Social Security Number – The SSN of the applicant.

Work Experience – Read this section very carefully and provide documentation of your work experience.

Other Documentation – All documents named must be provided. An incomplete application will be returned to you unprocessed.

Declarations – Please initial as appropriate.

Date and Signature – To be signed and dated when submitted.